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ARIZONA DEPARTMENT OF CORRECTIONS

1991 ANNUAL REPORT

Fiscal Year 1991 Annual Report

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Letter to the Governor

Arizona Department of Corrections

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FIFE SYMINGTON
GOVERNOR

SAMUEL A. LEWIS
DIRECTOR

The Honorable Fife Symington
State Capitol
1700 West Washington
Phoenix, Arizona 85007

Dear Governor Symington:

I am pleased to submit the Fiscal Year 1991 Annual Report for the Department of Corrections.

As 1991 marks the start of your term as Governor, I want to express my appreciation for your strong support and commitment to the Department of Corrections. Your continuing efforts in upholding the Department's mission to serve and protect the citizens of this state will enable us to achieve our projected goals.

The shortage of beds for the ever-increasing inmate population was a major concern of the Department again this fiscal year. The adult prison population grew at an average of 73 per month, reaching a total of 14,941 by the end of the fiscal year. It is projected that the population will continue to grow at or near this alarming rate over the next few years.

During the 1990-91 fiscal year, 1,144 new beds were added to the State's prison system. However, on June 30, 1991, our inmate population still exceeded our bed capacity by 463 inmates. Over the course of the next fiscal year 816 beds will be added to the system -- 400 at the Rynning Unit in Florence, 150 at Globe, 250 at Safford, and 16 as a result of converting special-use cells in Florence to expand Death Row.

A critical need has emerged in terms of overcrowded female prisons. The female facilities are currently operating at 116 percent of capacity and expected to increase by 90 more inmates during the next fiscal year. In response to this need, the Department has proposed that the Black Canyon juvenile facility be converted to a medium security facility for adult females.

The Department of Corrections will continue its efforts to protect the public, meet established goals and continue to manage its resources -- people and money -- in the best possible interests of the people of Arizona.

Sincerely,

Samuel A. Lewis
Director

Table of Contents

Mission Statement ..... Page 2

Code of Ethics ..... Page 3

Directory ..... Page 4

Organizational Structure ..... Page 5

Map of Facilities ..... Page 7

Adult Institutions Division ..... Page 8

Community Corrections Division ..... Page 11

Inspections and Investigations Division ..... Page 13

Human Resources/Development Division ..... Page 15

Administration Division ..... Page 18

Arizona Correctional Industries Division ..... Page 22

Tables: Inmate Committed Population ..... Page 24

Tables: Inmate Admissions ..... Page 29

Tables: Inmate Releases ..... Page 32

Tables: Inmate Community Supervision ..... Page 35

Tables: Adult Crimes ..... Page 36

Mission Statement

The mission of the Arizona Department of Corrections is to serve and protect the people of the State by imprisoning those offenders legally committed to the Department.

The Department will accomplish this by:

- Maintaining effective custody and control over offenders.
- Maintaining a healthy, safe, and secure environment for staff and offenders.
- Providing quality programs to offenders so they will have opportunities to learn more responsible behaviors and increase their chances of returning into society as law-abiding citizens.

To accomplish the above we recognize the need to:

- Develop and maintain a professional staff recognizing that each employee is an important contributor to the system.
- Assure that each employee has available the opportunities for personal and professional growth through training, education, and career development.

We believe the Department has the managerial and operational responsibility to be accountable to the public. This includes the Executive, Legislative, and Judicial branches of Government, the adult prisoners and, most importantly, the citizens of Arizona. In pursuit of this obligation the Department will maintain open lines of communication in a timely, professional, and efficient manner.

We further believe that by integrating priorities and expectations into unified operating plans which clearly state goals, objectives, professional standards, and direction, we will respond effectively to the changing demands placed upon the agency.

We value honesty and integrity in our relationships, and we place a high priority on quality of services and development of teamwork, trust, and open communication. We are committed to this goal internally and externally.

We will maintain an environment that is humane and fair to both employees and offenders, utilizing a grievance/discipline system that fosters due process and is consistently administered by the review and redress of wrongs. We will employ an objective classification system of offenders based upon behavior, criminal history, and performance.

We believe in encouraging, recognizing, and rewarding examples of professional leadership at all levels which contribute to the enhancement of our responsibility to serve and protect the people of the State of Arizona.

These beliefs are achievable to the extent that the resources necessary for their accomplishment are provided to the Department.

Code of Ethics

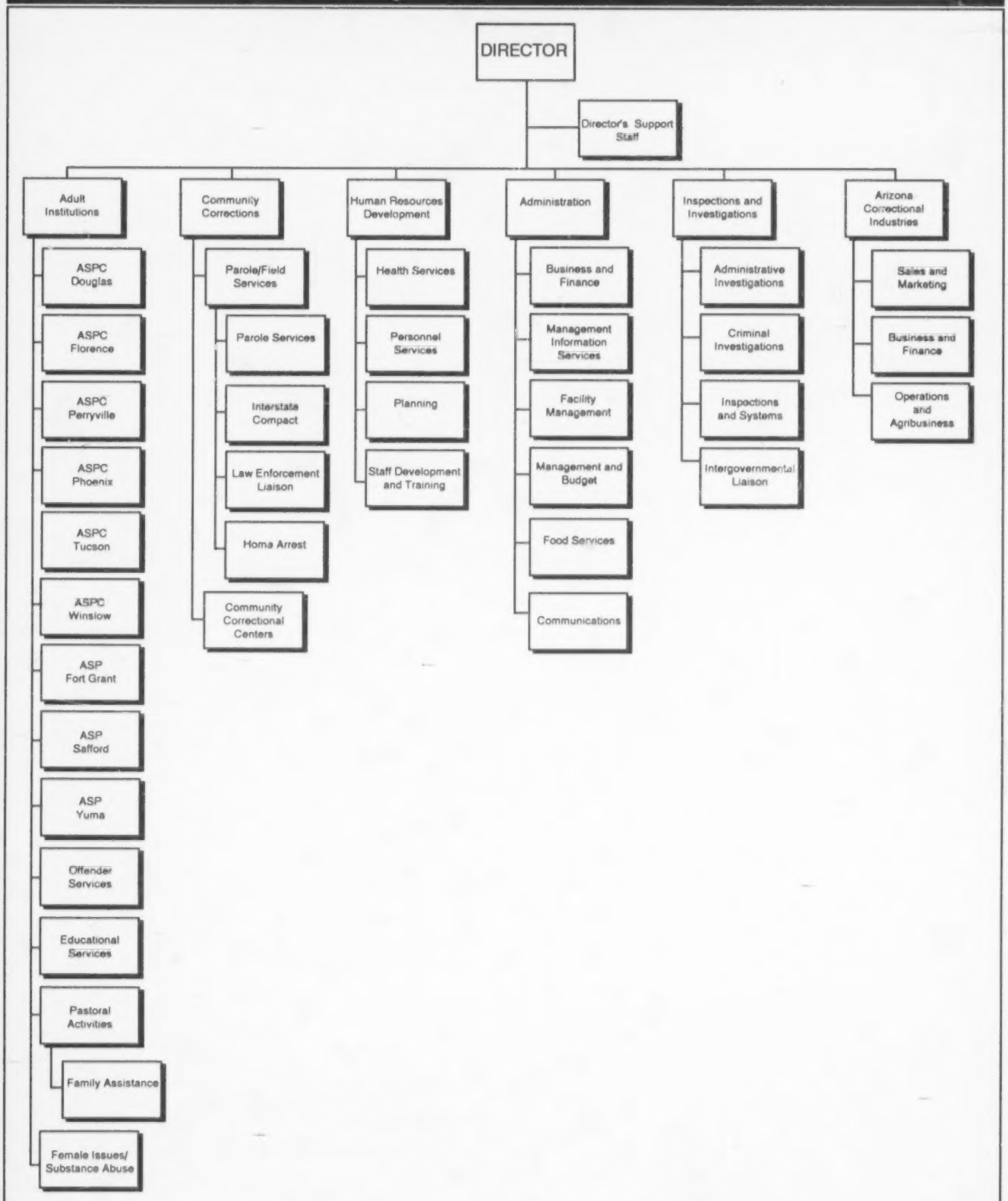
The Arizona Department of Corrections is committed to a code of ethics that will guide the performance, conduct and behavior of employees of the Correctional Service Series. This code will ensure that our professionalism is reflected in the operation and activities of the Department and is recognized by all interested parties. In this light, the following principles are practiced:

- I shall maintain high standards of honesty, integrity, and impartiality, free from any personal considerations, favoritism, or partisan demands.
- I shall be courteous, considerate, and prompt when dealing with the public, realizing that we serve the public.
- I shall maintain mutual respect and professional cooperation in my relationships with other staff members of the Department of Corrections.
- I shall be firm, fair, and consistent in the performance of my duties. I shall treat others with dignity, respect, and compassion and provide humane custody and care, void of all retribution, harassment, or abuse.
- I shall uphold the tenets of the United States Constitution, its amendments, the Arizona Constitution, Federal and State laws, rules and regulations, and policies of the Department.
- Whether on or off duty, in uniform or not, I shall conduct myself in a manner that will not bring discredit or embarrassment to the Department of Corrections and the State of Arizona.
- I shall report without reservation any corrupt or unethical behavior which could affect either inmates, employees, or the integrity of the Department of Corrections.
- I shall not use my official position for personal gain.
- I shall maintain confidentiality of information that has been entrusted to me and designated as such.
- I shall not permit myself to be placed under any kind of personal obligation which could lead any person to expect official favors.
- I shall not accept or solicit from anyone, either directly or indirectly, anything of economic value such as a gift, gratuity, favor, entertainment, or loan, which is or may appear to be, designed to influence my official conduct.
- I will not discriminate against any inmate, employee, or any member of the public on the basis of race, gender, creed, or national origin.
- I will not sexually harass or condone sexual harassment with or against any person.
- I shall maintain the highest standards of personal hygiene, grooming, and neatness while on duty or otherwise representing the Department.

Directory

Director's Office	542-5497
Administration Division	542-3525
Business and Finance Bureau	542-4683
Management Information Services	542-4527
Facility Management	542-3251
Management and Budget Bureau	542-3460
Human Resources/Development Division	542-5820
Health Services Bureau	542-3365
Personnel Services Bureau	542-3197
Planning Bureau	542-3691
Staff Development/Training Bureau	542-3320
Adult Institutions Division	542-3894
Arizona State Prison Complex-Douglas	364-7521
Arizona State Prison Complex-Florence	868-4011
Arizona State Prison Complex-Perryville	935-9371
Arizona State Prison Complex-Phoenix	255-1608
Arizona State Prison Complex-Tucson	574-0024
Arizona State Prison Complex-Winslow	289-9551
Arizona State Prison-Fort Grant	828-3393
Arizona State Prison-Safford	428-4698
Arizona State Prison-Yuma	627-8871
Education Programs	542-3894
Family Assistance	542-3148
Offender Services Bureau	542-3896
Pastoral Activities	542-3090
Female Issues/Substance Abuse	542-3090
Community Corrections Division	542-3421
Parole Services	542-4435
New Dawn Correctional Release Center	255-4689
Northern Arizona Correctional Release Center	255-5714
Southern Arizona Correctional Release Center	884-8541
Inspections and Investigations Division	542-3723
Criminal Investigations Bureau	542-1561
Inspections and Systems Bureau	542-5857
Administrative Investigations Bureau	542-3061
Intergovernmental Liaison	542-4873
Arizona Correctional Industries (ACI)	255-1464
Business and Finance Bureau	255-1464
Marketing and Sales Bureau	255-1464
Operations Bureau	255-1464

Organizational Structure



Map Legend

1 Central Administrative Office

Adult Prisons

2 Arizona State Prison Complex-Perryville
San Pedro
Santa Cruz
San Juan

3 Arizona State Prison Complex-Phoenix
Alhambra
Aspen Correctional Center for DWIs
Flamenco Mental Health Unit
Arizona Center for Women

4 Arizona State Prison Complex-Florence
North
South
East
Central
Rynning
CB-6
Picacho Correctional Work Center
Special Management Unit

5 Arizona State Prison Complex-Tucson
Echo
Rincon
Santa Rita
Cimarron

6 Arizona State Prison Complex-Douglas
Gila
Mohave
Maricopa
Papago
Cochise Detention

7 Arizona State Prison Complex-Winslow
Kaibab
Coronado

8 Arizona State Prison-Fort Grant

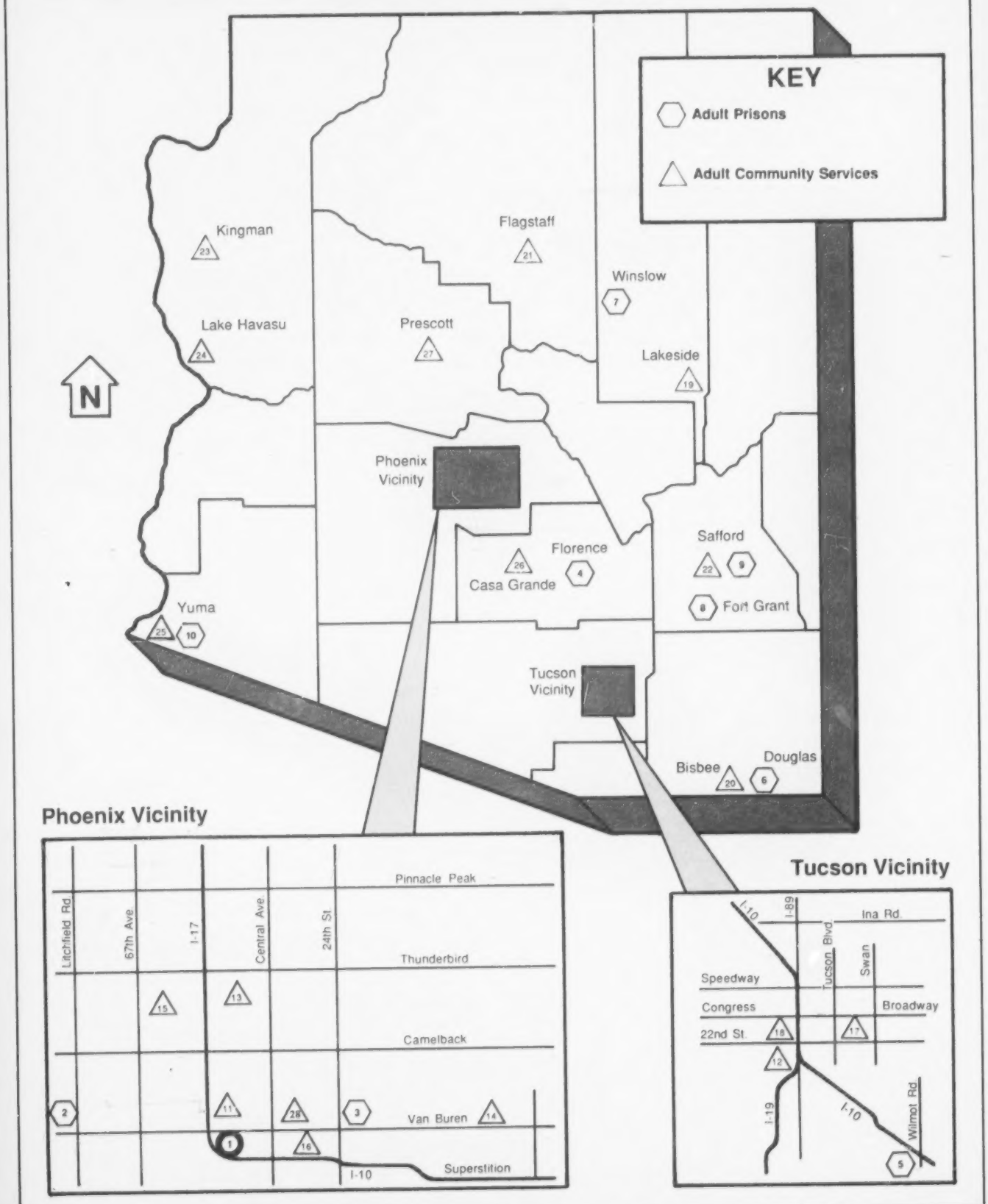
9 Arizona State Prison-Safford

10 Arizona State Prison-Yuma

Adult Community Services

11 Northern Arizona Correctional Release Center
12 Southern Arizona Correctional Release Center
13 Northern Maricopa County Parole
14 Eastern Maricopa County Parole
15 Western Maricopa County Parole
16 Southern Maricopa County Parole
17 Eastern Pima County Parole
18 Western Pima County Parole
19 Apache/Navajo County Parole
20 Cochise/Santa Cruz County Parole
21 Coconino County Parole
22 Gila/Greenlee/Graham County Parole
23 Northern Mohave County Parole
24 Southern Mohave/Northern La Paz County Parole
25 Southern La Paz/Yuma County Parole
26 Pinal County Parole
27 Yavapai County Parole
28 New Dawn Correctional Release Center

Map of Facilities



Adult Institutions Division

The Adult Institutions Division is comprised of the Offender Services Bureau, Recreational and Pastoral Activities, Family Assistance, Educational Services, the coordinator for Female Issues and Substance Abuse, six prison complexes located at Douglas, Florence, Perryville, Phoenix, Tucson and Winslow, and three lower-security prisons at Fort Grant, Safford and Yuma.

Bureau of Offender Services

This bureau consists of Time Computation, Inmate Records and Inmate Classification.

During FY 91, a formal plan to automate inmate time computation was established. The Department contracted with the original consultant who designed and programmed the Adult Information Management System (AIMS) to assist in modifying the time computation software programs and automated output. This included incorporating 1990 legislative changes that affected inmate release eligibility. As a result of these efforts, 95 percent of all initial time computations are now automated.

In early 1990, the task of documenting all time computation regulations was begun and was completed in September 1990. In conjunction with the Management Information Systems Bureau, a user-based training project was established along with a curriculum for specialized areas in the use of the automated offender records system.

There were 40,028 classification actions processed during FY 91, of which 30,896 were approved.

The Offender Classification System (OCS) Training Program was developed and implemented during this fiscal year. This training addresses critical elements within the OCS and the skills and knowledge that are considered essential to the performance of duties related to classification. Training in the OCS is mandated for all employees at the institutions.

A Classification Chairperson Certification Program was established, requiring a minimum of 24 training hours to receive such certification. All prison complexes within the Department have successfully certified committee chairpersons for inmate classification.

The inmate records area implemented the recommendation set forth by the Venture Team, with all records storage converted to terminal digit filing. A total of 4,309.75 inches of documents were filed, equating to 861,950 documents.

Recreational Programs

A high level of anxiety, tension, severe depression and boredom are all associated with incarceration. A well-organized program of leisure activities can improve inmate morale and help to prevent disruptive behavior. The Department offers a wide variety of inmate activities including comprehensive sports, arts and crafts, and cultural enrichment programs. There is a very high level of participation within all ADC institutions in these programs. These activities not only serve as a release mechanism from the pressures of prison life, but also function as vehicles for teaching responsibility and acceptable behavior.

During the year, an interinstitutional basketball tournament was held at Tucson prison's Rincon Unit. Eight teams from various prisons across the state participated in the daylong tournament. An interinstitutional softball tournament was held at Florence prison; eight teams representing different ADC prisons took part in the event.

A Central Office Activities and Recreation Fund was established that has distributed several thousand dollars of inmate generated funds for the construction, repair and renovation of inmate recreational facilities and programs. Quarterly training for all institutional recreational staff located within the prisons was accomplished.

Pastoral Activities

The Administrator of Pastoral Activities is responsible for the leadership, coordination and direction of the religious programs for the ADC and is the liaison between various religious groups. The Administrator also creates and implements policies pertaining to religious activities, is responsible for interpreting policy as it relates to the various faith groups and also seeks and monitors contracted services for nontraditional religious programs. There are nine contracts currently in place for nontraditional religious programming. A Clinical Pastoral Training Program was established this year for staff chaplains, and is scheduled to meet quarterly.

Inmate Family Assistance

The primary purpose of the Family Assistance Program is to provide information and services to inmate families so that the family will remain intact and become a viable support system, both during incarceration and upon an inmate's release. While each case is handled individually on a need basis, the caseload is extremely large and varied. The families of inmates can become an important asset in the Department's effort to work with the offender.

This program has two contractual part-time staff. One works in the Santa Maria Unit at Perryville prison, the other at Fort Grant and Safford. The Family Assistance counselor has 48 to 100 meetings a month with inmates. Other duties include

orientation for new inmates, parenting classes and referrals to appropriate agencies for family problems.

The program coordinator receives between 500 and 850 phone calls per month. Calls received are for information, clarification of ADC policies and procedures, crisis intervention, and referral to other agencies for social services and related assistance. Family members are referred to the Inmate Family Assistance Program by ADC staff, Prisoner Family Connection, Child Protective Services, Maricopa County Information and Referral, and Department of Economic Security.

Educational Programs

The Department emphasizes educational and vocational training for inmates. At any given time, approximately one-third of Arizona's incarcerated inmates are involved in educational programs. The Education Programs Specialist at Central Office negotiates and manages contracts for educational and testing services for the inmate population and coordinates the efforts of 75 educators who work in the prisons.

During FY 91, inmates earned 658 GEDs, 1,304 vocational certificates and 92 associate degrees. There are currently seven intergovernmental agreements in place with community colleges around the state, offering vocational and postsecondary education classes in all nine prisons. A contract was developed to provide psychological evaluation tests for newly-received inmates upon reception. The test results are used to determine an inmate's risk level factor for initial classification.

Two educational grants were received in FY 91. The National Institute of Corrections awarded the Department a $24,000 grant to initiate long range planning to improve rehabilitation programs for female offenders. The Department also received a $56,000 federal Chapter I grant which provides funds for inmates 21 years old or younger who are in need of remedial education.

Female Issues and Substance Abuse Program

Arizona has joined the increasing number of states that are placing a priority on issues unique to the incarcerated female population. To address two important Department needs, female inmate programming and substance abuse treatment/programming, a new position of Coordinator of Female Inmate Issues and Substance Abuse Programs was established in January 1991.

This Coordinator is developing a substance abuse plan that describes current program offerings and explores potential programming which could be integrated into the existing system. The other major focus will address the needs of female inmates including, but not limited to, medical care, employment and education. It is anticipated that by the end of FY 92, long-term plans to establish a course for both of these issues will be in place.

Other Major Accomplishments

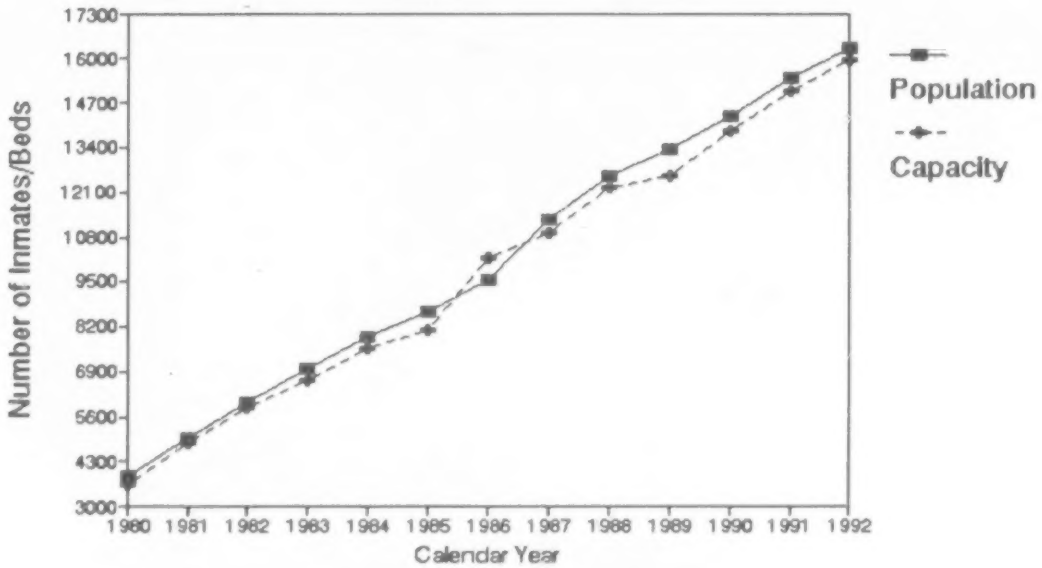
Legislation was passed which permitted the Department to use Shock Incarceration beds as a program option, resulting in a significant cost saving to taxpayers by keeping beds not being used by the County filled with inmates from within the prison system. This provides a mechanism for early release of inmates from the prison system.

The Rynning Unit at ASPC-Florence opened on May 1, 1991, adding 400 beds to the system.

The Legislature approved the transfer of Pinal Mountain Juvenile Institution in Globe from the Arizona Department of Juvenile Corrections to the Arizona Department of Corrections. Acquisition of this prison added 150 adult male beds.

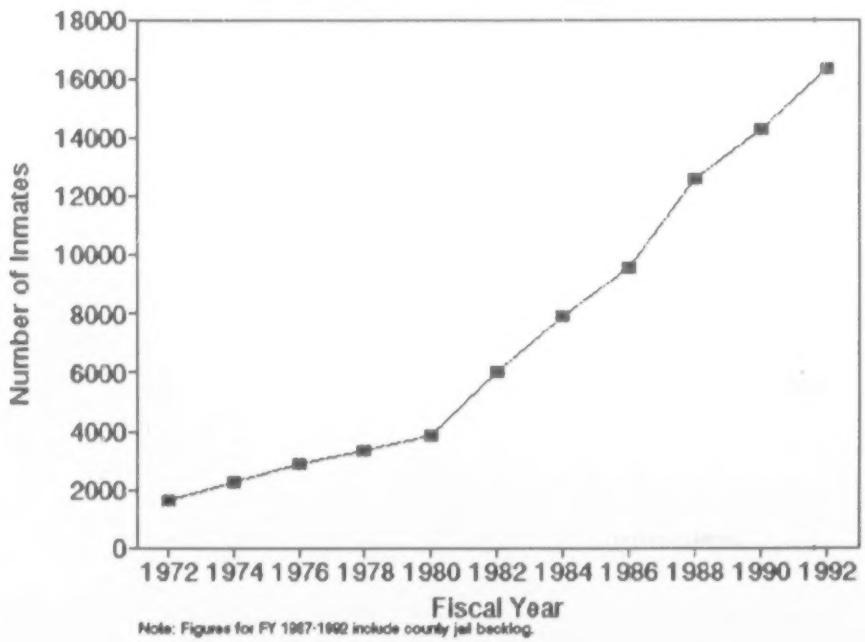
The inmate gardens at Florence, Fort Grant and Tucson yielded 72.4 tons of vegetables and melons. This produce was used to offset the food budget. The Yuma prison recently planted its first garden and plans are underway to start a garden at Douglas.

ADULT PRISON POPULATION
Versus Bed Capacity, 1980-1992



Note: Figures for 1990-92 reflect projected population and funded capacity.

Ending Adult Prison Population - FY 1972-90
Projected Population - FY 1991-92



Note: Figures for FY 1987-1992 include county jail backlog.

Community Corrections Division

The Director created the Community Corrections Division in October 1990. This division replaces the Community Services Bureau, which was a unit within the Juvenile Community Services Division prior to its becoming a separate agency in July 1990.

Most offenders discharged from Arizona prisons are released under the supervision of the Community Corrections Division. These offenders are required to follow specific conditions of supervision in order to remain in the community. In fulfilling its responsibilities, Community Corrections performs five functions.

Parole/Field Services

These offices provide statewide supervision to offenders on parole, work furlough, mandatory/provisional/administrative release, or interstate compact parole/probation. Parole officers conduct prehome and program investigations of inmates who will be released under supervision. Job developers advise releasees on job search skills and refer them to employment opportunities. Parole staff monitor the behavior and activities of offenders which might constitute violations of conditions of supervision, and maintain communications with criminal justice agencies.

Home Arrest

Home Arrest is a type of release which uses electronic monitoring surveillance and intensive case management to confine offenders to their residences, except for approved activities. Approved activities include employment and required treatment programs. The Parole Board approves inmates for home arrest. Offenders remain on inmate status while in the program.

Arizona Interstate Compact (AIC)

The Interstate Compact governs offender transfers between states. As statewide administrator of the compact, AIC coordinates parole and probation transfers to Arizona, parole and probation transfers from Arizona to the other 49 states and the transfer of inmates to Arizona for trial. AIC also advises county and state personnel, assistant county attorneys, assistant attorneys general and Superior Court judges regarding the Interstate Compact.

Community Correctional Centers (CCC)

CCCs provide a structured residential environment for offenders who are re-entering the community, who lack an approved program or who require special transitional services. CCC services include success skills training, referrals for housing and jobs, as well as assistance with transportation and reestablishing family ties. Offenders on inmate status (maintenance workers, statewide drivers) are also assigned, as needed, to the Centers.

Fugitive Services

Fugitive Services tracks information on offenders who have been charged with violations of their release conditions or with new crimes. It also administers all warrant-related activities and assists the Special Services Unit in matters of extradition.

Caseload/Return Rates

During FY 91, the number of offenders under community supervision of the Parole/Field Services Bureau averaged 3,941 per month. This total includes those granted releases by the Board of Pardons and Paroles, administrative releases authorized by Arizona Revised Statutes, and offenders being supervised under the Interstate Compact for the Supervision of Parolees and Probationers. The average monthly caseload for parole officers was 74 offenders. For Home Arrest, the ratio was statutorily limited to one parole officer per 15 inmates.

On a monthly basis, the number of offenders (excluding Home Arrest) returned to prison for violation of the conditions of supervision averaged 1.1% of those under supervision. Due to the stricter requirements of the Home Arrest program, 10% of offenders on that status were returned to prison during the fiscal year.

Major Accomplishments

For the first time in the history of the Department, the number of offenders under supervision in the community exceeded 4,000. In June 1991, Parole/Field Services were supervising 4,031 offenders. Caseloads have increased 24 percent over FY 90. Given no staff increase, parole officers' average caseload increased to 74 offenders.

In spite of the growth, there is no noticeable increase in the rate of return due to offenders violating their conditions of supervision. Growth has led to the need for providing added coverage to expanding areas of the state, which resulted in the opening of a 10th regional parole office in Riviera, near Bullhead City, and the transfer of a position to provide for a second regional parole officer in Yuma. In addition, the opening of a parole office in northeast Maricopa County was made possible by the cost savings resulting from combining two East Valley offices into one.

Offenders approved for parole or work furlough by the Board of Pardons and Paroles may be assessed a monthly cost-of-supervision fee. A total of $350,224 was collected in FY 91 in cost-of-supervision fees and deposited in the Arizona Criminal Justice Commission's Victim Assistance Fund.

Home Arrest generated $1,177,786 in cost savings to the Department during FY 91. Cost-of-

supervision fees and electronic-monitoring fees paid by offenders on Home Arrest are deposited in the Home Arrest account to offset program costs. Added to those savings is the reduced cost of supervision of each inmate. The daily cost to the Department for an inmate on Home Arrest is $16.00 and the daily cost for an incarcerated inmate is $45.09.

ADC initiated formal, regularly-scheduled meetings with the Board of Pardons and Paroles. The Director and the Assistant Directors of Adult Institutions and Community Corrections meet with the Executive Director of the Board. These meetings provide an opportunity to share information and address issues of mutual concern.

New Dawn was converted from a female DUI Center to a Community Correctional Center for women. This conversion reflects ADC's continuing efforts to provide programming for female offenders comparable to male programming. Programming at the 40-bed center emphasizes employment, decision making, parenting and independent living skills.

The previously-leased Southern Arizona Correctional Release Center was purchased from Pima County. This purchase will ensure that offenders from the southern regions of our state continue to receive needed transitional services.

Inspections and Investigations Division

The Inspections and Investigations Division is made up of four bureaus.

Criminal Investigations Bureau (CIB)

This Bureau investigates and arrests persons who commit offenses directly relating to the operations of the Department of Corrections. In an effort to interdict drug trafficking and suppress gang activity within the prison system, CIB staff worked with and received training through "Operation Alliance" with the U.S. Army and the Arizona National Guard Joint Task Force 6.

Investigators were trained in counter-narcotic analytical methods by the Defense Intelligence College, Washington, D. C., and worked directly with the Arizona National Guard making random X-ray searches of inmate mail, packages and mattresses for narcotics and contraband.

The criminal activity within the prisons increases proportionately year after year with an ever-expanding inmate population of nearly 15,000. During FY 91 investigators monitored the telephone calls of high-profile inmates in an effort to identify criminal activity associated with inmate telephone use. As a result, 232 criminal administrative and intelligence cases were developed. Crimes involving narcotics, stolen property, extortion, contraband, escapes and murder were detected and investigated.

Administrative Investigations Bureau (AIB)

The AIB consists of four units. The Internal Affairs Unit investigates allegations of misconduct by ADC employees. The Polygraph Unit conducts polygraph examinations, the majority of which are used in resolving administrative investigations. The Backgrounds Unit investigates all applicants for ADC employment. The Intelligence Unit collects, evaluates and analyzes intelligence information from both internal and external sources, providing data to ADC management.

The Internal Affairs Unit conducted 375 investigations of alleged misconduct. Three types of misconduct accounted for more than 50 percent of the allegations.

	FY 91
Neglect of Duty	20.0%
Staff/Inmate Rltnshps.	16.2%
Staff Arrests	14.1%

	FY 90
Neglect of Duty	36.5%
Staff Arrests	10.0%
Unprof. Conduct	9.7%

During FY 91, 63.2 percent of the cases were sustained, a decrease from 64.7 percent during FY 90.

The Background Investigations Unit conducted 7,605 investigations of ADC applicants, employees, volunteers and contractors. In the process of conducting these investigations 826 criminal histories were located and 265 outstanding warrants were adjudicated.

Inspections and Systems Bureau (I&S)

This Bureau operates four major departmental systems and provides additional support for a variety of other Division activities and responsibilities. Major systems operated by the Bureau consist of the Inmate Grievance System, the Inmate Disciplinary System, the ADC Inspection Program, and the ADC Internal Audit Program.

The Inmate Grievance System addressed 15,165 complaints departmentwide during FY 91. Of these, 463 grievances were appealed to the Director and were acted upon by I&S personnel.

The Inmate Disciplinary System served a total of 43,073 inmate violations departmentwide during FY 91. Of this total, 1,991 of the violations were appealed to the Discipline Appeals Unit within the I&S Bureau which, among other duties, serves as the departmental final appellate authority for inmate discipline violations. The operation of this System within the I&S Bureau was substantially improved during FY 91 by increased automation of the process used in administering inmate discipline appeals. This not only improved the expedient handling of cases, but also reduced the need for clerical support to the overall operation of the system.

The Inspection Unit conducted 14 inspections of facilities, programs and activities, while the Internal Audit Unit completed 64 examinations of financial programs and activities throughout the department.

Intergovernmental Liaison (IGL)

The IGL administers the Criminal Justice Enhancement Fund by distributing monies, inspecting jail facilities and maintaining a professional liaison between ADC and the 15 County Sheriffs and County Attorneys.

During FY 91 the IGL disbursed $1,969,978 in criminal justice funds to the sheriffs. Due to a change in legislation, $154,000 was reverted back to the State General Fund. A recent legislative change also reassigned the inspection of juvenile detention facilities to the newly-formed Department of Youth Treatment and Rehabilitation, formerly a function of the IGL.

Other Major Accomplishments

The I&I Local Area Network and Wide Area Network Systems (LANS-WANS) expanded further during FY 91 with the acquisition of five additional field office work stations. All I&I field offices are scheduled to have LAN-WAN capability by the end of FY 92.

The Central Office LAN was expanded thereby enabling the Internal Affairs Unit to track cases and to issue responses to inmate grievances. The hardware and software needed to connect the LANS and field office work stations to the Department of Administration mainframe computer were obtained during FY 91.

Human Resources/Development Division

The Human Resources/Development (HR/D) Division provides personnel services support to the Department and its operational divisions.

Business Office

The HR/D Divisional Business Office prepares the budget request, allocates the divisional budget and monitors funds to ensure spending in the most cost-effective manner and compliance with the State Procurement Rules.

During FY 91, the Business Office successfully negotiated with seven medical contractors, which will save approximately $380,000 during FY 92 in Health Bureau Professional and Outside Services costs. In addition, the Business Office developed a Local Area (Computer) Network System which links several Central Office units. This is a preliminary step to establishing a Wide Area Network System which will link the HR/D Central Office with all of the statewide health units.

Corrections Officer Retirement Plan (CORP)

The CORP Local Board for ADC was established in December 1990 as a result of legislation. This Board consists of five members, two appointed by the Governor, two elected by CORP members and one appointed by the ADC Director. This Board is responsible for administering the retirement plan for approximately 4,500 ADC employees. This Board determines the amount and manner of benefit payments; decides all eligibility issues; distributes information explaining the Plan; furnishes annual reports; appoints a medical board; and initiates and/or defends corp-related litigation.

Health Services Bureau

The mission of the Health Services Bureau (HSB) is to provide cost-effective medical, dental and mental health services to inmates that are comparable to community health care standards.

Two major FY 91 objectives of the HSB were to standardize treatment and to reduce overall costs. To achieve these objectives, the HSB issued standing medical orders; implemented nursing and dental procedures; established pharmacy and dental formularies; implemented uniform procedures governing referral of inmates to outside contract vendors; and increased the onsite professional services to the extent practical, thereby reducing the need for outside referrals.

A pilot program at Florence prison provided renal dialysis and chemotherapy. The HSB's goal is to provide a full range of on-site specialty clinics at each prison. At the Director's request, ADC's Venture Team initiated a study to systematically analyze medical transportation as a means of significantly reducing medical transport costs and the attendant security risks. HSB established prototypical health units at the Winslow and Florence prisons; planned the renovation of the Central Health Unit at Florence prison and improved facilities for the chronically medically ill. Furthermore, a new pharmacy was established and staffing patterns were reviewed and realigned, primarily at the Florence prison.

A pilot study replacing Correctional Registered Nurses with Nursing Assistants was conducted as a cost-saving measure. Negotiations were completed to obtain access to "nursing home beds" for long-term care inmates when security conditions permit. This action was taken in anticipation of the growing and costly needs of an aging inmate population. Beds were obtained at the Maricopa Medical Center to accommodate the long-term care inmate in transition to an outside bed.

In the area of mental health services, the HSB published a compendium of mental health manuals regarding treatment and staff training; developed ongoing remote demographic evaluation and referral support; and established a program for continuity of care for inmates upon release to the communities.

In the area of quality assurance, the HSB implemented required tuberculosis screening and control; worked closely with the Arizona Department of Health Services on reporting and managing the infectious and communicable diseases population and began a continuous scrutiny of the "high cost" population for proper treatment, placement and prioritization of treatment modalities. HSB also enhanced its recruiting practices and streamlined its hiring methods resulting in the most favorable staffing posture in recent years.

A contracted comparative study of the Florence prison complex demonstrated that privatization of health services would not result in a significant savings.

Cost reduction measures in FY 91 limited the increase in cost per inmate for noncatastrophic health care expenses to just $51, 3 percent over the FY 90 cost of $1,464.

Personnel Services Bureau

The three major functions of the Personnel Services Bureau are: staffing; benefit services; and support services, both operational and technical.

The Staffing Unit implements and maintains the internal promotional program including the Central Promotional Registers; coordinates external recruitment for all classifications other than Correctional Service Officers; oversees the transfer program; reviews special entrance rate requests and makes recommendations to the Department of Administration Director. The Unit

also generates internal and external hiring lists and conducts manpower planning.

During FY 91, the Staffing Unit received and processed 2,008 Personnel Action Transmittals; evaluated 962 promotional applications; issued 111 promotional announcements and obtained DOA authorization for 64 direct hires. The Unit also evaluated 64 special entrance rate requests; responded to 161 applicant inquiries; reviewed and approved or denied 42 oral board questions; developed 12 Training and Evaluation Rating catalogs and developed 27 position selectives. Additional accomplishments included completion of 92 special projects and 245 medical vacancy reports.

In addition to the above accomplishments, a separate component of the Staffing Unit provided staffing services (Central Promotional Program)for specific classes which include the Correctional Service series, the Correctional Program series and Correctional Administrator I. This unit received and processed 430 Personnel Action Transmittals; issued 76 hiring lists; received and processed 2,784 applications; and issued 20 promotional announcements. The Unit also developed 12 registers; responded to 25 applicant inquiries; filled 398 positions and developed 15 Training and Evaluation Rating catalogs. It also calculated 475 oral board scores and completed 6 special projects.

The Benefits Liaison processed approximately 7,800 Government Insurance forms (GI-1s); mailed out 520 Consolidated Omnibus Budget Reconciliation Act (COBRA) applications; processed 384 payments for employees on leave without pay (LWOP); and responded to 3,200 telephone inquiries. FY 91 results also included conducting 52 new employee orientations; mailing out 60 applications to retiring employees; calculating 60 retirement benefits and maintaining approximately 5,600 insurance records. The Benefits Liaison also serves as ADC's representative on all insurance-related matters and as the Secretary of the Corrections Officer Retirement Plan (CORP) Board.

The Operations Unit maintains quality control of all ADC personnel actions; ensures all personnel actions comply with DOA Personnel Division rules and ADC policies; provides technical assistance to management and personnel liaisons and maintains personnel files for all ADC employees. The Unit also processes new Central Office employees.

During FY 91, the Operations Unit maintained quality control on an average of 11,000 personnel actions; updated 600 employee home phone numbers and processed 312 new Central Office employees. It also responded to 780 requests for verification of employment; provided 520 Central Office employees with new or replacement identification cards and established/updated overtime election choices for 1,200 new employees into the computer. Additional FY 91 accomplishments included responding to 180 requests for reinstatement information from the DOA Personnel Division and to 2,600 telephone employment verification inquiries. The Unit mailed out approximately 48 exit interview questionnaires.

The Special Projects Unit provides classification assistance; coordinates the Department's employee performance appraisal system (EPAS); manages the unemployment insurance program and the exit interview program. This unit also conducts quality reviews of disciplinary letters.

Major FY 91 accomplishments of the Personnel Services Bureau include implementing a new filing system for ADC personnel files; promoting 322 employees and transferring 76 employees through the Central Promotional Register program; and reducing the response time for requests for ADC promotional hiring lists from 20 to 15 days. Additional accomplishments include researching the salaries of correctional professionals throughout the country and developing a comparison with ADC employee salaries and transmitting job announcements electronically via the Adult Information Management System (AIMS).

Planning Bureau

The Planning Bureau consists of four units: Policy and Rules; Forms Control/Support Services; Special Projects and Research.

During FY 91, the Policy and Rules Unit managed the certification process of administrative rules on medical and physical standards for Correctional Service Officers (CSOs). These rules, which were certified by the Attorney General, were developed to ensure that every CSO is able to perform all job-related duties. This Unit also managed the certification process for emergency administrative rules governing the attendance of private persons at Parole Board hearings held in prisons. The revised rules incorporate legislative amendments to the open meeting laws.

In an effort to improve efficiency and effectiveness, the Department repealed four administrative rules which were exempt under the Administrative Procedures Act (APA) of 1987. The APA, and rule making, do not apply to issues that primarily concern inmates in secure custody of the Department. The Department began the fiscal year with eight administrative rules. One new regular rule was certified. There are

now five rules, which were renumbered as Title 5, Chapter 1, Articles 1 through 5. Policies and procedures that do not directly concern the public are administered under statutes and Department policies and procedures.

Twenty-two new policies and 55 revised policies were issued and 62 changes were made to existing policies. The separation of Juvenile Corrections from the Department resulted in the rescinding of 21 policies which were related solely to juveniles. Two other policies were rescinded during the year.

One key revision was based on a ruling by the Attorney General and dealt with the policy on the inmate activities and recreation (A&R) fund. The A&R fund will now be used to buy law library materials and to pay ADC employees who work on inmate bank accounts and in inmate stores. This will result in significant cost savings for the Department while ensuring inmate access to law library materials.

Computer networks enhance the efficiency and effectiveness of the Department. Therefore, a new policy was developed requiring all future computer hardware and software acquisitions to be screened and evaluated. Only equipment that is network-compatible will be approved.

The Forms Control/Support Services Unit coordinates forms control and records management departmentwide. It also provides clerical support to the Planning Bureau staff. A major goal of this unit for FY 91 was to establish a Records Management Program for the Department as mandated by A.R.S. 41-1346, 41-1347 and 39-121. This goal was accomplished by authoring an Administrative Records policy; by coordinating the development of records retention schedules; by providing the needed training and by providing technical assistance to units that were reorganizing their records storage units. As a result of these efforts, 1,300 boxes of outdated records were destroyed.

A second unit goal was to establish a system for the mass printing and warehousing of Department forms. This goal was accomplished by rewriting the existing Department policy on forms control; by providing forms control training and by coordinating, with both the Bureau of Business and Finance and Arizona Correctional Industries, ordering and printing support.

The Special Projects Unit spearheaded the Department's efforts in the annual Clean Air campaign and the annual State Employees Charitable Campaign. This unit also coordinated the Department's Management by Objectives for Results Program.

The Research Unit, in conjunction with the Director's Office, developed prison population projections which are used to determine both short and long-term plans for building additional prison beds. The population projection model allows the Department to anticipate the impact of alternatives to incarceration and proposed legal or policy changes on projected population.

The Research Unit was also responsible for responding to a variety of surveys requesting information on such topics as population demographics, sentencing information, release mechanisms, status of death row inmates, community supervision and numerous other correctional issues. Research staff also continued to evaluate data from the Adult Information Management System (AIMS) to determine data integrity, validity, and reliability.

Staff Development and Training (SD/T) Bureau

The major functions of the Staff Development and Training Bureau are recruitment of Correctional Service Officers through the Recruitment Unit for Selection and Hiring (RUSH); training of new Correctional Service Officers at the Correctional Officer Training Academy (COTA); orientation of new employees; and the training of all ADC employees.

During FY 91, RUSH received 4,570 applications for the position of Correctional Service Officer; evaluated 3,398 applicants and approved 2,281 of the applicants for COTA.

During FY 91, COTA conducted three regional academies at the Winslow prison in addition to its ongoing academy at the Tucson COTA, graduating 815 cadets. COTA conducted 232,200 hours of Academy training and began revising its complete curriculum.

During FY 91 the In-Service Training staff provided 156,793 hours of in-service training to ADC employees. Training included refresher courses for Correctional Service Officers, Correctional Program Officers and other classifications in nine prisons and in Central Office. Thirteen new rangemasters were certified. Rangemasters are responsible for the safety and operation of the Weapons Qualification Ranges at each prison. Tactical Support Unit training activities and schedules were standardized.

Administration Division

The Administration Division is comprised of six bureaus or units: Management and Budget; Business and Finance; FacilityManagement; Communications; Management Information Services; and Food Services.

Management and Budget

This Bureau is responsible for development of the Department's operating budget request, control and monitoring of expenditures, special management studies, and position control.

During FY 91, the Bureau prepared and submitted the Department's FY 92 operating budget request which resulted in a $255,961,800 lump-sum appropriation. In addition, the Bureau prepared budget-reduction scenarios with related impacts. This information was used by the Executive and Legislative branches of government to decide on a $3,848,600 ex-appropriation reduction to the Department's FY 91 appropriation.

New bed operating budget proposals were developed for the activation of Black Canyon and Pinal Mountain as adult institutions. This detail was submitted to the Governor's Office of Strategic Planning and Budgeting and the Joint Legislative Budget Committee for their use and recommendation in the appropriation process.

To improve the budget preparation process significantly, work was started on an automated budget development package. When completed, this automated process will reduce the work load, improve request consistency, reduce re-do alternatives for new institution-type budget scenarios and, in general, speed up the entire process.

The Department's "FY 1990 Per Capita Report" was prepared by this Bureau. This report detailed the annual direct, indirect and total costs for each prison, community correctional center, adult parole office and the home arrest program. The report also included updated historical information from FYs 1985-1990.

The Bureau also prepared the Department's Governor-Elect transition document to brief the Governor's transition team on the following issues: inmate growth, legal matters, operating budget, legislation and new beds.

The annual standardized contract evaluation report was prepared as required by the Legislature. The report addressed community-based and institution-based substance abuse programs, psychological counseling, sex offender treatment, juvenile day support, foster care, residential services and female juvenile beds.

The Bureau also prepared a report which contained charts depicting the actual expenditures and appropriations for the Arizona Department of Corrections from FY 86 through FY 91.

The budget preparation process was improved by developing a continuation budget for each unit within the Department. Each unit would only need to review, adjust or correct its own budget as needed. In addition, the Bureau prepared numerous reports detailing the Department's growth, budget reductions, actual expenditures and projections, and other related issues over the past six years.

Business and Finance

The Bureau of Business and Finance is responsible for the payroll, accounting, contracts administration, systems control and equipment inventory functions for the Department.

The separation of juvenile activities from the Department was successfully accomplished by various Bureau sections. Juvenile accounts have been set up, fixed assets and financial accounting records have been transferred. Juvenile Corrections employees have also been trained in all necessary areas. The Bureau provided other business and finance services to the new agency during the majority of the fiscal year.

Payroll staff worked closely with the Management Information Services (MIS) Bureau to ensure a smooth implementation of the new Human Resources Management System (HRMS). The payroll section was also instrumental in developing a system to track the method of overtime compensation selected by employees covered by the Fair Labor Standards Act.

The purchasing section negotiated changes to the inmate phone system contract so that a fully computerized system could be installed to enhance the existing system. The new system will give the Department more information and statistical data on calls made. It will also give the Department the ability to limit the number of calls and to whom calls can be made.

The systems control section, along with MIS, developed indigent inmate reports which give a detailed history of an inmate's indigent status during specified time frames. The report options available provide valuable information for inventory and purchase of indigent supplies; inmate lawsuits; eligibility status regarding payment of postage, copying documents and other services that are free to indigent inmates.

Additionally, systems control

was responsible for the closing of 11 separate Work Incentive Pay Program (WIPP) bank accounts and establishing a central account to track WIPP expenditures, allocations and reimbursements to the WIPP account more accurately.

The equipment inventory section has continued to enhance the system's reconciliation process of financial information, purchases and disposal of equipment, which has increased accountability for equipment.

The purchase of a computer networking system for the contracts administration section has improved its automated tracking system for all contract documents. Efficiency of time and effectiveness of document content have been enhanced by the networking capabilities and special word processing software.

Additionally, the Department's Venture Team worked with contracts administration to enhance the contract process. Several recommendations made by the Venture Team, which included the expansion of the current Contract Manual and the development of additional training, will help to streamline and improve the understanding of the contract process.

Facility Management

The Facility Management Bureau (FMB) is responsible for:

- Preparing and monitoring the capital renewal budget;
- Providing detailed security and space needs for all new facilities;
- Monitoring new construction by the Department of Administration;
- Recommending preventive maintenance and providing project management for repairs to Department structures, systems and facilities.
- Coordinating the safety/loss control and risk management function; and
- Compiling the historical cost and replacement value of the Department's land and buildings.

Recap of New Prison Construction Activities

No. of Beds	Level	Location	Cost
808	2/3	ASPC-Perryville	$6,340,000
400	4	ASPC-Winslow	15,040,000
800	4	ASPC-F/Eyman/Rynning	28,573,000
800	3	ASPC-F/Eyman/Cook	24,509,800
250	3	ASP-Safford	8,576,500
3,058			$83,039,300

The average cost per bed of these 3,058 beds is $27,155. According to the 1990 "Corrections Yearbook" published by the Criminal Justice Institute, Inc., the national overall average cost per bed is $51,942.

Listed below is a summary of the construction activities as well as a recap of the funding and number of beds.

ASPC-Perryville, 808 Double-Bunked Level 2 and 3 Beds. A construction budget of $6,340,000 was appropriated by the passage of House Bill 2003 for the double bunking of 808 Level 2 and 3 inmate beds at ASPC-Perryville. The addition of bunks was completed and inmates moved in prior to overall project completion. Items to be finished include the security system, pharmacy alterations, closed circuit TV system and shower modifications.

ASPC-Winslow, 400 Level 4 Beds. This project expanded the original 650-bed Winslow prison. Housing, support, administration, academic and health spaces added a total of 128,000 square feet of building area. The project was funded in July 1988 for a total cost of $15,040,000. The beds were occupied beginning September 1990.

ASPC-F/Eyman, Rynning Unit, 800 Level 4 Beds. This project was designed to provide a complete 800 bed Level 4 prison, including administrative/support, kitchen/dining, Arizona Correctional Industries and vocational training buildings. Also included are complex administration/support and maintenance buildings. The total gross square footage for the buildings is 260,000. The project was funded in July 1988, at a total cost of $28,573,000 and was occupied beginning May 1991.

ASPC-F/Eyman, Allen Cook Unit, 800 Level 3 Beds. House Bill 2003, which was passed at the September 1989 Special Legislative Session, appropriated $709,800 for the architect/engineer fees for this Level 3 bed project. Legislated funding in the amount of $24,509,800 enabled the construction of this project, which is currently underway. Occupancy is scheduled for November 1992.

ASP-Safford, 250 Level 3 Beds. This 250-bed project was also funded at the September 1989 Special Session. Construction is underway using inmate labor. Occupancy for this facility is scheduled for May 1992.

Major Accomplishments

In July 1990 the Department submitted its FY 92 Capital/Renewal Budget Request of $330,407,000. Of the 2,010 new beds requested for FY 92, the legislature funded 150 new beds at Globe. Of 126 capital/renewal projects requested for FY 91, the legislature funded six, five of which were funded from ADC endowment funds.

In addition to new prison construction, the FMB was actively involved in the coordination and/or

implementation of 59 improvement or renovation construction projects. Each of these projects was either under design or construction during FY 91. The amount budgeted for these projects totaled $14,898,060.

Funding Type	Quantity	Budget
Legislative Appropriation	21	$9,632,715
JCCR Release	1	3,000,000
Endowment	25	1,287,177
Risk Management	5	724,168
Other/Operating/ Maintenance	7	254,000
Total	59	$14,898,060

A total of 13 underground storage tanks were removed during FY 91. Additionally, the Department began the remediation activities on the ASP-Safford emergency generator fuel spill. The FMB was also in charge of installing 14 aboveground storage tanks at various sites.

FMB ensured that the four 6,000-gallon underground storage tanks installed at ASPC-Winslow and ASPC-Florence/Eyman met all Federal/State compliance codes.

The fuel leak problem with underground storage tanks at ASPC-Perryville was identified; fuel loss was in excess of 17,000 gallons. An environmental consulting firm ran soil samples to determine the size of the chemical spill and direction of the runoff.

The Department's Fire/Safety Manager is in charge of overall ADC safety concerning asbestos consultation and abatement contractors. During FY 91, the manager participated in the DOA Purchasing Department committee that oversaw the hiring of six asbestos consultation firms and six asbestos abatement contractors for a statewide vendor contract.

Communications Administration

In July 1991 the Assistant Director for the Division of Administration combined emergency, environmental, communications, transportation and electronic and physical security functions into the Office of Communications Administration. Personnel who performed these tasks for the Facility Management Bureau were transferred to this office in August 1991.

Emergency operations is charged with the monitoring, inventory control and reporting of hazardous materials; the monitoring of chemical purchases; and providing annual reports required by Federal and State agencies.

Environmental operations is responsible for water, wastewater and air compliance monitoring, testing, inspections, operations and the pertinent reporting required. This office provides operational design input for new water/wastewater facilities and assists existing facilities with resolutions on operational problems. Air quality emissions are also monitored at vehicle maintenance stations, with reports submitted to the regulatory authority.

Communication operations coordinates statewide radio and telephone operations, purchasing, inventory, licensing radio frequencies and monitoring radio/telephone maintenance contractors. This office resolves contractual and pricing errors with vendors to prevent overpriced invoicing for radio/telephone repair services. This unit provides security to Central Office and supports law enforcement agencies with Arizona Criminal Justice Information System data on offenders, releasees, parolees and absconders.

The fleet management operation includes inspection of institutional vehicle fleets for compliance with internal management policies. Operation of a vehicle fleet by the Department was approved by the Legislature and in-place programs were expanded to incorporate the new law.

The electronic security/physical barrier operations consist of design consultation for new facilities, or systems and maintenance of these systems through contracts and/or site maintenance operation. A new database retrieval system is being installed at three institutions that allows alarm and maintenance activities to be monitored remotely at the Central office.

Management Information Services

The Bureau of Management Information Services (MIS) is responsible for the Department's data processing, systems development and maintenance.

The Bureau has engaged in the task of expanding its statewide network to encompass new institutions and parole offices. Internal expansions were initiated in existing facilities to provide data processing capability and associated applications to better track the burgeoning inmate population. During the past year a processor was installed at the Rynning Unit which will be utilized by the Special Management Unit, Rynning Unit and future Cook Unit, to provide the necessary equipment for those data processing needs.

In order to establish an atmosphere for learning, a new terminal-based classroom was set up for the use of the Department to facilitate training for those individuals required to be familiar with the various computer applications utilized in their jobs. The initial response has been very positive; future expansion is being explored, both to accommodate additional applications and for certification purposes.

MIS continued to provide necessary expertise and consultation on special reports, both internal and external, in addition to providing support to the new Local Area Network technology that is being implemented at all prisons.

Food Services

The responsibilities of the Food Service Administrator include the designing/remodeling of food facilities in prisons and the technical support for monitoring food service contracts with outside vendors.

During FY 91, the Food Service Administrator worked on developing standard menus, medical/religious diets and instructional materials on those special diets, which will be implemented in midyear FY 92.

The Administrator also audited the records of the contractor at ASPC-Perryville; shortages of meat in certain menu items were discovered, totaling $130,000. After negotiations, the vendor agreed to reimburse the Department.

AGENCY PER CAPITA COSTS
FISCAL YEAR 1991

ADULT	AVERAGE DAILY POPULATION	TOTAL EXPENDITURES	COST PER INMATE/OFFENDER ANNUAL	DAILY
PRISONS	13,912	$228,954,145	$16,457	$45.09
CORRECTIONAL RELEASE CENTERS	258	4,298,434	16,661	45.65
PAROLE/COMMUNITY SUPERVISION	3,942	5,586,253	1,417	3.88

Arizona Correctional Industries Division

Arizona Correctional Industries (ACI) is responsible for the statewide management of the prison industries program. The administration of the program is structured along the lines of private industry and coordinated through three bureaus: Business and Finance; Marketing and Sales; and Operations and Agribusiness.

Bureau of Business and Finance

Building on the foundation for budgeting that began in FY 89, a detailed, sophisticated internal budget was developed in FY 91. This process, involving all phases of ACI management, has produced increasingly accurate management information. A budgeting plan and actual expenditure information for comparison purposes has become the basis for developing reliable cost information. This cost data is used to establish product prices and to evaluate the feasibility of adding new products.

Concurrent with product costing, the Operations Control group has also begun the foundation for providing a monthly analysis of shop performance. This will measure the efficient use of inmate workers as well as their performance to standard. Cost variance reports measuring profitability on a per-job basis are also being developed for analysis and, where needed, management attention.

ACI's Management Information Systems also expanded in FY 91. Detailed sales analysis reports, budget reports, asset accountability, financials, review, update and implementation of procedures, and implementation of inventory control systems have been, or are, in the process of being refined.

Bureau of Marketing and Sales

One of the major goals for the Bureau of Marketing and Sales was the design and development of a new marketing program which is scheduled for implementation during the first quarter of FY 92. The objective of the new program is to upgrade the image of ACI for competitiveness in the marketplace. The program includes a new logo, catalog, specific product brochures, direct mail pieces, new signs for buildings and vehicles, new stationery and business cards, as well as other collateral print materials.

During FY 91, ACI was successful in obtaining approval from the State Set-Aside Committee for a new office product line that includes desks, credenzas, bookcases and round conference tables. Continued efforts will be made to obtain approval for additional products to be put on State contract.

A renewed emphasis on furniture refurbishing was initiated to expand ACI's office products capabilities. A new pricing and product brochure was produced in-house, resulting in increased awareness of ACI products and business.

Application was made to 13 Western states to be placed on their bid lists, as well as the Federal Government's bid list for printing. ACI received approval from eight of the states and will be very aggressive in this area.

ACI continues to pursue sales of detention furniture to other states and other local government entities, such as the Los Angeles and Maricopa County Sheriff's Offices and the Las Vegas Police Department.

Bureau of Operations and Agribusiness

This Bureau, charged with overseeing all phases of farming and manufacturing, is composed of three operating units. These units and their associated operations are outlined below.

REGION I

Office Products - ASPC-Perryville

The production in this shop is focused on millwork for new institutional construction - modular office systems, office furniture, and upholstery. ACI's Phoenix-based furniture refurbishing operation was combined with office products and moved to Perryville prison.

Data Entry - ASPC-Perryville

Both State government and the private sector use the data entry operation. Inmate data entry operators key from source documents to customer specifications. This information is transferred to diskettes or magnetic tape, as required by the customers. An example of the type of work that ACI is currently doing are the hunt tag permits for the Arizona Game and Fish Commission.

Rebate Fulfillment ASPC-Winslow

This operation employs 75 inmate workers who process manufacturer's rebate coupons via manual sorting and data entry. This newest ACI industry is gaining both in customer acceptance and production, and holds a bright future as an inmate work program.

Signs/Vinyl Binders ASPC-Tucson

A complete operational and financial review of this operation is being conducted to determine whether the shop will continue to function under ACI or be transferred to Tucson's institutional control.

Graphic Arts - ASPC-Perryville

Graphic arts operations had been located in Central Phoenix, using 25 female inmates from the Arizona Center for Women. In January 1991, the

shop moved to a new 18,000 square foot facility at Perryville prison. Equipment that was outdated or in poor condition was replaced. A new folder, two new programmers for paper cutters, an AB Dick press and two new plate makers were purchased. In June 1991, ACI purchased a 22" forms press and roll collator for the production of continuous and snap-out forms. The graphic arts shop now employs 50 male inmates, a 100 percent increase in inmate employment.

REGION II

Bedding - ASPC-Florence

The majority of the bedding business this year resulted from the sale of institutional products. ACI will concentrate its efforts on better use of the shop's potential by soliciting private sector business more aggressively, and by exploring the prospect of a joint venture with our innerspring mattress line.

Metal Fabrication - ASPC-Florence

Production this year was tailored to the needs of various government agencies, primarily cell furnishings for the Department of Corrections, as well as other institutional facilities both in and outside of Arizona.

Expansion of this work program is being evaluated for the feasibility of providing products for other government agencies such as State Parks and Education. This would increase the shop's revenue potential as well as provide more diversified, marketable trade skills for the inmate workers.

License Plates - ASPC-Florence

This year, along with ADOT's plate requirements, the tag plant was involved in replacing 340,000 green and gold plates from 1973 with the current maroon and white plate. ACI has been advised by ADOT that the production of the maroon and white plates will cease by the end of FY 1992-93; several options are being considered for the new format with the final decision still pending.

Sewing - ASPC-Douglas

In the Douglas sewing operation, production is geared mainly to the manufacture of T-shirts and long and short sleeve blue chambray shirts for the Department of Corrections. ACI is in the process of developing a denim jacket and food handlers clothing in an effort to further reduce the cost of clothing for the Department.

Sewing - ASPC-Florence

At the Florence sewing shop a boxer shorts line is produced for ADC inmates. Product expansion plans for this operation include pajamas for female inmates.

Support Services And Agribusiness

Farms - ASPC-Florence

ACI has under cultivation 300 acres of pima cotton, 100 acres of alfalfa and five acres of Goldwater pine trees. The cotton crop production was lower than normal due to the excessively high summer temperatures and insect damage; however, ACI still managed to have higher yield averages than Pinal County and the state as a whole. The alfalfa production was sold as a cash crop to the Florence prison, with the balance sold by competitive bid on the open market.

Warehouse - ASPC-Florence

The ACI warehouse averaged more than 120 deliveries and pickups per month and slightly over 117 work order completions per month during the fiscal year.

Industrial Engineer - Central Phoenix Office

ACI continues to implement a comprehensive program to deal with hazardous waste. This procedure ensures all of ACI's operations are in compliance with EPA/OSHA rules and regulations governing the handling, storage and disposal of hazardous materials.

All such material requires Material Safety Data Sheets (MSDS) from the manufacturer, which describes the hazardous nature of the material, safety methods for handling and use, and required information for fire and medical personnel. Training classes for both supervisors and inmate workers have been conducted on how to interpret and utilize the MSDS information.

ACI continues to conduct an ongoing safety training program for all ACI inmate workers and supervisors. Approximately 550 inmates have received classes in safety training.

Inmate Committed Population

JUNE 30, 1991

Sentence Lengths by Sex

	Male	(%)	Female	(%)	Total	(%)
Under 1 Year	463	(3.3)	26	(2.9)	489	(3.3)
1 Year	1,011	(7.3)	104	(11.6)	1,115	(7.6)
2 Years	790	(5.7)	58	(6.4)	848	(5.8)
3 Years	526	(3.8)	47	(5.2)	573	(3.9)
4 Years	1,432	(10.3)	154	(17.1)	1,586	(10.7)
5 Years	2,162	(15.6)	174	(19.3)	2,336	(15.8)
6 Years	431	(3.1)	32	(3.6)	463	(3.1)
7 Years	1,552	(11.2)	121	(13.4)	1,673	(11.3)
8 Years	417	(3.0)	28	(3.1)	445	(3.0)
9 Years	187	(1.4)	9	(1.0)	196	(1.3)
10 Years	1,320	(9.5)	54	(6.0)	1,374	(9.3)
11 Years	175	(1.3)	2	(0.2)	177	(1.2)
12 Years	337	(2.4)	10	(1.1)	347	(2.4)
13 Years	48	(0.4)	5	(0.6)	53	(0.4)
14 Years	276	(2.0)	11	(1.2)	287	(1.9)
15 Years	672	(4.8)	13	(1.4)	685	(4.6)
16 Years	36	(0.3)	0	(0.0)	36	(0.2)
17 Years	101	(0.7)	1	(0.1)	102	(0.7)
18 Years	87	(0.6)	6	(0.7)	93	(0.6)
19 Years	27	(0.2)	1	(0.1)	28	(0.2)
20 Years	206	(1.5)	5	(0.6)	211	(1.4)
21 Years or more	932	(6.7)	20	(2.2)	952	(6.5)
Life	599	(4.3)	19	(2.1)	618	(4.2)
Death	82	(0.6)	1	(0.1)	83	(0.6)
TOTAL	13,869	(100%)	901	(100%)	14,770*	(100%)

*This count reflects the "inside" portion of the Department's official total count for June 30, 1991.

Prior Felony Convictions by Sex

	Male	(%)	Female	(%)	Total	(%)
None	3,476	(25.1)	422	(46.8)	3,898	(26.4)
One	2,669	(19.2)	209	(23.2)	2,878	(19.5)
Two	1,833	(13.2)	106	(11.8)	1,939	(13.1)
Three	1,085	(7.8)	83	(9.2)	1,168	(7.9)
Four	598	(4.3)	38	(4.2)	636	(4.3)
Five	346	(2.5)	13	(1.4)	359	(2.4)
Six	190	(1.4)	8	(0.9)	198	(1.4)
More Than Six	298	(2.2)	17	(1.9)	315	(2.1)
Unknown	3,374	(24.3)	5	(0.6)	3,379	(22.9)
TOTAL	13,869	(100%)	901	(100%)	14,770	(100%)

County of Commitment by Sex

	Male	(%)	Female	(%)	Total	(%)
Apache	50	(0.4)	2	(0.2)	52	(0.4)
Cochise	286	(2.1)	15	(1.6)	301	(2.0)
Coconino	297	(2.1)	10	(1.1)	307	(2.1)
Gila	104	(0.8)	5	(0.6)	109	(0.8)
Graham	79	(0.6)	2	(0.2)	81	(0.5)
Greenlee	10	(0.1)	2	(0.2)	12	(0.1)
La Paz	97	(0.7)	5	(0.6)	102	(0.8)
Maricopa	8,021	(57.8)	584	(64.8)	8,605	(58.3)
Mohave	431	(3.1)	17	(1.8)	448	(3.0)
Navajo	183	(1.3)	10	(1.1)	193	(1.3)
Pima	2,747	(19.8)	168	(18.6)	2,915	(19.7)
Pinal	409	(2.9)	16	(1.7)	425	(2.9)
Santa Cruz	102	(0.7)	2	(0.2)	104	(0.7)
Yavapai	379	(2.7)	22	(2.3)	401	(2.7)
Yuma	588	(4.2)	36	(3.9)	624	(4.2)
Out of State	86	(0.7)	10	(1.1)	91	(0.6)
TOTAL	13,869	(100%)	901	(100%)	14,770	(100%)

Claimed Education Level by Sex

	Male	(%)	Female	(%)	Total	(%)
None	461	(3.3)	17	(1.9)	478	(3.2)
Elementary	2,152	(15.5)	132	(14.7)	2,284	(15.5)
Secondary	8,393	(60.5)	525	(58.3)	8,918	(60.4)
High School Graduate	1,381	(10.0)	150	(16.6)	1,531	(10.4)
2 Years of College	448	(3.2)	57	(6.3)	505	(3.4)
4 Years of College	35	(0.3)	5	(0.6)	40	(0.2)
Bachelors Degree	47	(0.3)	9	(1.0)	56	(0.4)
Graduate Degree	17	(0.1)	3	(0.3)	20	(0.1)
Unknown	935	(6.8)	3	(0.3)	938	(6.4)
TOTAL	13,869	(100%)	901	(100%)	14,770	(100%)

Commitment Offenses by Sex

	Male	(%)	Female	(%)	Total	(%)
AGAINST PERSONS						
Homicide	1,220	(8.8)	72	(8.0)	1,292	(8.7)
Kidnapping	287	(2.1)	9	(1.0)	296	(2.0)
Sexual Assault	966	(7.0)	6	(0.7)	972	(6.6)
Robbery	1,211	(8.7)	41	(4.6)	1,252	(8.5)
Assault	1,121	(8.1)	30	(3.3)	1,151	(7.8)
SUBTOTAL	4,805	(34.7)	158	(17.6)	4,963	(33.6)
PROPERTY						
Arson	50	(0.4)	3	(0.3)	53	(0.4)
Burglary	1,999	(14.4)	95	(10.5)	2,094	(14.2)
Larceny	1,376	(9.9)	107	(11.9)	1,483	(10.0)
Vehicle Theft	69	(0.5)	1	(0.1)	70	(0.5)
Forgery-Fraud	414	(3.0)	107	(11.9)	521	(3.5)
Other Property	436	(3.1)	26	(2.9)	462	(3.1)
SUBTOTAL	4,344	(31.3)	339	(37.6)	4,683	(31.7)
MORALS-DECENCY						
Dangerous Drugs	2,606	(18.8)	310	(34.4)	2,916	(19.7)
Sex Offenders	764	(5.5)	8	(0.9)	772	(5.2)
Other Morals-Decency	72	(0.5)	22	(2.4)	94	(0.6)
SUBTOTAL	3,442	(24.8)	340	(37.7)	3,782	(25.6)
PUBLIC ORDER						
DWI	691	(5.0)	33	(3.7)	724	(4.9)
Other Public Order	248	(1.8)	13	(1.4)	261	(1.8)
SUBTOTAL	939	(6.8)	46	(5.1)	985	(6.7)
MISCELLANEOUS	339	(2.4)	18	(2.0)	357	(2.4)
TOTAL	13,869	(100%)	901	(100%)	14,770	(100%)

Race Groups by Sex

	Male	(%)	Female	(%)	Total	(%)
Caucasian	6,938	(50.0)	490	(54.4)	7,428	(50.3)
Black	2,335	(16.8)	195	(21.6)	2,530	(17.1)
Native American	437	(3.2)	27	(3.0)	464	(3.1)
Spanish Origin	3,993	(28.8)	188	(20.9)	4,181	(28.3)
Asian/Pacific Islander	13	(0.1)	0	(0.0)	13	(0.1)
Other	153	(1.1)	1	(0.1)	154	(1.1)
TOTAL	13,869	(100%)	901	(100%)	14,770	(100%)

Age Groups by Sex

	Male	(%)	Female	(%)	Total	(%)
15-20	774	(5.6)	24	(2.7)	798	(5.4)
21-24	1,984	(14.3)	107	(11.9)	2,091	(14.2)
25-29	3,053	(22.0)	234	(26.0)	3,287	(22.3)
30-34	3,033	(21.9)	213	(23.6)	3,246	(22.0)
35-39	2,152	(15.5)	170	(18.9)	2,322	(15.7)
40-44	1,351	(9.8)	79	(8.8)	1,430	(9.7)
45-49	706	(5.1)	31	(3.4)	737	(5.0)
50-54	392	(2.8)	19	(2.1)	411	(2.8)
55-59	199	(1.4)	10	(1.1)	209	(1.3)
60-Older	225	(1.6)	14	(1.5)	239	(1.6)
TOTAL	13,869	(100%)	901	(100%)	14,770	(100%)

Marital Status by Sex

	Male	(%)	Female	(%)	Total	(%)
Single	7,011	(50.6)	368	(40.8)	7,379	(50.0)
Legally Married	2,971	(21.4)	216	(24.0)	3,187	(21.6)
Separated	349	(2.5)	70	(7.8)	419	(2.8)
Divorced	1,973	(14.2)	182	(20.2)	2,155	(14.6)
Widowed	71	(0.5)	35	(3.9)	106	(0.7)
Common Law Marriage	212	(1.5)	5	(0.5)	217	(1.5)
Unknown	1,282	(9.3)	25	(2.8)	1,307	(8.8)
TOTAL	13,869	(100%)	901	(100%)	14,770	(100%)

Number of Dependents by Sex

	Male	(%)	Female	(%)	Total	(%)
None	6,079	(43.8)	239	(26.5)	6,318	(42.8)
One	2,435	(17.6)	195	(21.6)	2,630	(17.8)
Two	1,934	(13.9)	192	(21.3)	2,126	(14.4)
Three	1,259	(9.1)	143	(15.9)	1,402	(9.5)
Four	627	(4.5)	77	(8.6)	704	(4.8)
Five	298	(2.2)	33	(3.7)	331	(2.2)
Six	145	(1.0)	9	(1.0)	154	(1.0)
More Than Six	152	(1.1)	9	(1.0)	161	(1.1)
Unknown	940	(6.8)	4	(0.4)	944	(6.4)
TOTAL	13,869	(100%)	901	(100%)	14,770	(100%)

Felony Type by Sex

	Male	(%)	Female	(%)	Total	(%)
Non-Dangerous/Non-Repetitive	9,198	(66.3)	710	(78.8)	9,908	(67.1)
Non-Dangerous/One Prior	1,523	(11.0)	83	(9.2)	1,606	(10.9)
Non-Dangerous/Two Priors	738	(5.3)	21	(2.3)	759	(5.1)
Dangerous/Non-Repetitive	1,611	(11.6)	65	(7.2)	1,676	(11.3)
Dangerous/One Prior	126	(0.9)	7	(0.8)	133	(0.9)
Dangerous/Two Priors	133	(1.0)	3	(0.3)	136	(0.9)
Other/Not Applicable	540	(3.9)	12	(1.4)	552	(3.8)
TOTAL	13,869	(100%)	901	(100%)	1,4770	(100%)

Felony Class by Sex

	Male	(%)	Female	(%)	Total	(%)
Class 1	470	(3.4)	26	(2.9)	496	(3.4)
Class 2	3,359	(24.2)	222	(24.7)	3,581	(24.2)
Class 3	4,622	(33.3)	221	(24.5)	4,843	(32.8)
Class 4	2,594	(18.7)	245	(27.2)	2,839	(19.2)
Class 5	1,186	(8.6)	76	(8.4)	1,262	(8.5)
Class 6	1,143	(8.2)	103	(11.4)	1,246	(8.4)
Old Code	417	(3.0)	7	(0.8)	424	(2.9)
Other	78	(0.6)	1	(0.1)	79	(0.6)
TOTAL	13,869	(100%)	901	(100%)	14,770	(100%)

Inmate Admissions

During Fiscal Year 1991

Felony Type by Sex

	Male	(%)	Female	(%)	Total	(%)
Non-Dangerous/Non-Repetitive	6,239	(84.7)	646	(92.4)	6,885	(85.4)
Non-Dangerous/One Prior	590	(8.0)	35	(5.1)	625	(7.8)
Non-Dangerous/Two Priors	167	(2.3)	3	(0.4)	170	(2.1)
Dangerous/Non-Repetitive	299	(4.1)	12	(1.7)	311	(3.9)
Dangerous/One Prior	12	(0.2)	0	(0.0)	12	(0.1)
Dangerous/Two Priors	16	(0.2)	1	(0.1)	17	(0.2)
Other	41	(0.5)	2	(0.3)	43	(0.5)
TOTAL	7,364	(100%)	699	(100%)	8,063	(100%)

Felony Class by Sex

	Male	(%)	Female	(%)	Total	(%)
Class 1	64	(0.9)	6	(0.8)	70	(0.9)
Class 2	775	(10.5)	63	(9.0)	838	(10.4)
Class 3	1,646	(22.3)	96	(13.7)	1,742	(21.6)
Class 4	1,524	(20.7)	187	(26.8)	1,711	(21.2)
Class 5	1,639	(22.3)	111	(15.9)	1,750	(21.7)
Class 6	1,687	(22.9)	236	(33.8)	1,923	(23.9)
Other	29	(0.4)	0	(0.0)	29	(0.3)
TOTAL	7,364	(100%)	699	(100%)	8,063	(100%)

Admission Types by Sex

	Male	(%)	Female	(%)	Total	(%)
Court Commitment-New	3,916	(53.2)	461	(66.0)	4,377	(54.3)
Court Commitment-Repeat	1,524	(20.7)	90	(12.9)	1,614	(20.0)
Temporary Placement of Release Violator (Pending Hearing)*	882	(12.0)	123	(17.6)	1,005	(12.5)
Interstate Placement	34	(0.4)	6	(0.8)	40	(0.5)
Condition of Probation	525	(7.1)	5	(0.7)	530	(6.6)
Shock Incarceration Reception	419	(5.7)	0	(0.0)	419	(5.2)
Return From Escape	64	(0.9)	14	(2.0)	78	(0.9)
TOTAL	7,364	(100%)	699	(100%)	8,063	(100%)

*Temporary placements are "roll-ups" pending further action. An example is a parole violator who is picked up for a possible violation of his conditions of supervision. This person is taken to detention and held for a few hours or days until a decision is made whether to uphold the violation. If the violation is upheld, she/he is givenanother move code and sent to one of the institutions.

Commitment Offenses by Sex

	Male	(%)	Female	(%)	Total	(%)
AGAINST PERSONS						
Homicide	173	(2.3)	17	(2.4)	190	(2.4)
Kidnapping	72	(1.0)	2	(0.3)	74	(0.9)
Sexual Assault	191	(2.6)	1	(0.1)	192	(2.4)
Robbery	337	(4.6)	12	(1.7)	349	(4.3)
Assault	587	(8.0)	23	(3.3)	610	(7.6)
SUBTOTAL	1,360	(18.5)	55	(7.8)	1,415	(17.6)
PROPERTY						
Arson	19	(0.3)	0	(0.0)	19	(0.2)
Burglary	897	(12.2)	67	(9.6)	964	(12.0)
Larceny	978	(13.3)	141	(20.2)	1,119	(13.9)
Vehicle Theft	100	(1.4)	5	(0.7)	105	(1.3)
Forgery-Fraud	264	(3.6)	65	(9.3)	329	(4.1)
Other Property	180	(2.4)	14	(2.0)	194	(2.4)
SUBTOTAL	2,438	(33.2)	292	(41.8)	2,730	(33.9)
MORALS-DECENCY						
Dangerous Drugs	1,318	(17.8)	249	(35.6)	1,567	(19.4)
Sex Offenders	161	(2.2)	0	(0.0)	161	(2.0)
Other Morals-Decency	41	(0.6)	12	(1.7)	53	(0.7)
SUBTOTAL	1,520	(20.6)	261	(37.3)	1,781	(22.1)
PUBLIC ORDER						
DWI	1,093	(14.8)	54	(7.8)	1,147	(14.2)
Other Public Order	533	(7.2)	37	(5.3)	570	(7.1)
SUBTOTAL	1,626	(22.0)	91	(13.1)	1,717	(21.3)
MISCELLANEOUS	420	(5.7)	0	(0.0)	420	(5.1)
TOTAL	7,364	(100%)	699	(100%)	8,063	(100%)

Race Groups by Sex

	Male	(%)	Female	(%)	Total	(%)
Caucasian	3,597	(48.9)	379	(54.2)	3,976	(49.3)
Black	1,156	(15.7)	154	(22.0)	1,310	(16.2)
Native American	294	(4.0)	23	(3.3)	317	(3.9)
Spanish Origin	2,247	(30.5)	143	(20.5)	2,390	(29.7)
Asian/Pacific Islander	7	(0.1)	0	(0.0)	7	(0.1)
TOTAL	7,364	(100%)	699	(100%)	8,063	(100%)

Age Groups by Sex

	Male	(%)	Female	(%)	Total	(%)
15-20	1,037	(14.1)	36	(5.1)	1,073	(13.3)
21-24	1,393	(18.9)	107	(15.3)	1,500	(18.6)
25-29	1,660	(22.5)	188	(26.9)	1,848	(22.9)
30-34	1,414	(19.2)	157	(22.5)	1,571	(19.5)
35-39	894	(12.1)	113	(16.2)	1,007	(12.5)
40-44	483	(6.6)	58	(8.3)	541	(6.7)
45-49	244	(3.3)	20	(2.9)	264	(3.3)
50-54	119	(1.6)	9	(1.3)	128	(1.6)
55-59	65	(0.9)	5	(0.7)	70	(0.9)
60-Older	55	(0.8)	6	(0.8)	61	(0.7)
TOTAL	7,364	(100%)	699	(100%)	8,063	(100%)

County of Commitment by Sex

	Male	(%)	Female	(%)	Total	(%)
Apache	30	(0.4)	0	(0.0)	30	(0.4)
Cochise	168	(2.3)	10	(1.4)	178	(2.2)
Coconino	200	(2.7)	9	(1.3)	209	(2.6)
Gila	79	(1.0)	2	(0.3)	81	(1.0)
Graham	50	(0.7)	2	(0.3)	52	(0.6)
Greenlee	7	(0.1)	1	(0.1)	8	(0.1)
La Paz	64	(0.9)	7	(1.0)	71	(0.9)
Maricopa	4,390	(59.6)	462	(66.0)	4,852	(60.2)
Mohave	249	(3.4)	18	(2.6)	267	(3.3)
Navajo	107	(1.5)	6	(0.9)	113	(1.4)
Pima	1,302	(17.7)	122	(17.5)	1,424	(17.7)
Pinal	158	(2.1)	7	(1.0)	165	(2.0)
Santa Cruz	78	(1.1)	2	(0.3)	80	(1.0)
Yavapai	195	(2.6)	17	(2.4)	212	(2.6)
Yuma	277	(3.8)	34	(4.9)	311	(3.9)
Other	10	(0.1)	0	(0.0)	10	(0.1)
TOTAL	7,364	(100%)	699	(100%)	8,063	(100%)

Average Months Served by Commitment Offense and Sex

	Male			Female			Total		
	AMS	#	(%)	AMS	#	(%)	AMS	#	(%)
AGAINST PERSONS									
Homicide	76	138	(2.2)	66	13	(2.2)	75	151	(2.2)
Kidnapping	49	57	(0.9)	41	2	(0.3)	49	59	(0.8)
Sexual Assault	62	109	(1.7)	0	0	(0.0)	62	109	(1.6)
Robbery	57	313	(4.9)	42	19	(3.2)	56	332	(4.7)
Assault	28	486	(7.5)	14	31	(5.3)	27	517	(7.3)
SUBTOTAL	47	1,103	(17.2)	33	65	(11.0)	46	1,168	(16.6)
PROPERTY									
Arson	43	22	(0.3)	0	0	(0.0)	43	22	(0.3)
Burglary	33	795	(12.3)	24	62	(10.6)	33	857	(12.2)
Larceny	20	987	(15.3)	16	116	(19.8)	19	1,103	(15.7)
Vehicle Theft	10	91	(1.4)	6	4	(0.7)	10	95	(1.3)
Forgery-Fraud	29	217	(3.4)	23	53	(9.1)	28	270	(3.8)
Other Property	30	192	(3.0)	22	12	(2.1)	30	204	(2.9)
SUBTOTAL	26	2,304	(35.7)	19	247	(42.3)	25	2,551	(36.2)
MORALS-DECENCY									
Dangerous Drugs	22	1,215	(18.8)	19	182	(31.1)	22	1,397	(19.8)
Sex Offenders	48	87	(1.3)	0	0	(0.0)	48	87	(1.2)
Other Morals-Decency	20	38	(0.6)	12	15	(2.6)	17	53	(0.8)
SUBTOTAL	24	1,340	(20.7)	18	197	(33.7)	23	1,537	(21.8)
PUBLIC ORDER									
DWI	9	948	(14.7)	6	56	(9.6)	9	1,004	(14.3)
Other Public Order	16	228	(3.5)	11	9	(1.5)	16	237	(3.4)
SUBTOTAL	11	1,176	(18.2)	7	65	(11.1)	11	1,241	(17.7)
SHOCK INCARCERATION	4	401	(6.2)	-	-	-	4	401	(5.7)
ALL OTHER CRIMES	37	130	(2.0)	30	11	(1.9)	36	141	(2.0)
TOTAL*	26	6,454	(100%)	19	585	(100%)	24	7,039	(100%)

AMS = Average Months Served

*Shock Incarceration Releases not included in total AMS estimates.

Average Months Served by Felony Type and Sex

	Male		Female		Total	
	#	AMS	#	AMS	#	AMS
Non-Dangerous/Non-Repetitive	5,704	19	544	16	6,248	19
Non-Dangerous/One Prior	372	42	27	41	399	42
Non-Dangerous/Two Priors	58	63	1	66	59	63
Dangerous/Non-Repetitive	203	71	10	71	213	71
Dangerous/One Prior	10	86	0	0	10	86
Dangerous/Two Priors	5	113	0	0	5	113
Other	102	173	3	133	105	172
TOTAL	6,454	26	585	19	7,039	24

Average Months Served by Felony Class and Sex

	Male		Female		Total	
	#	AMS	#	AMS	#	AMS
Class 1	8	51	2	41	10	49
Class 2	489	55	41	50	530	55
Class 3	1,286	38	77	28	1,363	37
Class 4	1,407	23	168	21	1,575	23
Class 5	1,488	12	107	9	1,595	12
Class 6	1,668	9	188	10	1,856	10
Unknown/Not Applicable	108	167	2	196	110	168
TOTAL	6,454	26	585	19	7,039	24

AMS = Average Months Served

Shock Incarceration Releases not included in AMS estimates.

Release Types by Sex

	Male	(%)	Female	(%)	Total	(%)
Expiration	279	(4.3)	24	(4.1)	303	(4.3)
To Probation	482	(7.5)	35	(6.0)	517	(7.4)
Shock Incarceration	413	(6.4)	0	(0.0)	413	(5.9)
Mandatory Release	187	(2.9)	13	(2.2)	200	(2.8)
Parole	909	(14.1)	87	(14.8)	996	(14.1)
Temporary Release	2,071	(32.1)	228	(38.9)	2,299	(32.7)
Work Furlough	164	(2.5)	29	(5.0)	193	(2.7)
Discretionary Release	3	(0.0)	0	(0.0)	3	(0.0)
Provisional Release	511	(7.9)	22	(3.8)	533	(7.6)
Earned Release Credit	857	(13.3)	84	(14.4)	941	(13.4)
Release by Court Order	50	(0.8)	1	(0.2)	51	(0.7)
Return to Community Services (From temporary placement)	38	(0.6)	5	(0.9)	43	(0.6)
Home Arrest	422	(6.5)	52	(8.9)	474	(6.7)
Escape	32	(0.5)	2	(0.3)	34	(0.5)
Interstate Compact	13	(0.2)	0	(0.0)	13	(0.2)
Death	23	(0.4)	2	(0.3)	25	(0.4)
Commutation	0	(0.0)	1	(0.2)	1	(0.0)
TOTAL	6,454	(100%)	585	(100%)	7,039	(100%)

Age Groups by Sex

	Male	(%)	Female	(%)	Total	(%)
15-20	531	(8.2)	20	(3.4)	551	(7.8)
21-24	1,233	(19.1)	75	(12.9)	1,308	(18.5)
25-29	1,502	(23.3)	174	(29.7)	1,676	(23.8)
30-34	1,302	(20.2)	147	(25.1)	1,449	(20.6)
35-39	870	(13.5)	86	(14.7)	956	(13.6)
40-44	498	(7.7)	47	(8.0)	545	(7.7)
45-49	246	(3.8)	18	(3.1)	264	(3.8)
50-54	122	(1.9)	9	(1.5)	131	(1.9)
55-59	64	(1.0)	4	(0.7)	68	(1.0)
60-Older	86	(1.3)	5	(0.9)	91	(1.3)
TOTAL	6,454	(100%)	585	(100%)	7,039	(100%)

INMATE COMMUNITY SUPERVISION

	July 90	Aug 90	Sept 90	Oct 90	Nov 90	Dec 90
Arizona Parolees	1,385	1,447	1,467	1,534	1,531	1,520
Work Furloughees	176	192	205	202	199	194
Home Arrest Releasees85	85	81	94	105	114	116
Administrative Releasees	71	74	71	66	67	69
Provisional Releasees	554	589	612	644	667	664
Mandatory Releasees	157	149	155	150	143	148
Interstate Parolees	330	333	339	345	352	358
Interstate Probationers	881	883	881	888	896	909
Total Supervised Releasees	3,639	3,748	3,824	3,934	3,969	3,978
New Cases Added	415	450	405	430	358	332
Cases Deleted:	284	277	273	298	277	279
Ret. to increased security	42	57	43	47	38	59
Maxed out	222	211	221	242	226	216
Early discharge, Death, etc.	20	9	9	9	13	4

	Jan 91	Feb 91	Mar 91	Apr 91	May 91	June 91
Arizona Parolees	1,540	1,411	1,419	1,449	1,427	1,442
Work Furloughees	185	168	158	152	153	149
Home Arrest Releaseees	118	144	161	155	148	141
Administrative Releasees	63	361	405	414	471	499
Provisional Releasees	641	446	419	426	415	429
Mandatory Releasees	148	109	99	94	87	83
Interstate Parolees	358	341	354	344	344	348
Interstate Probatiners	910	908	932	925	922	895
Total Supervised Releasees	3,963	3,888	3,947	3,959	3,967	3,986
New Cases Added	419	245	320	282	275	216
Cases Deleted:	379	285	295	302	306	246
Ret. to increased security	57	48	29	36	32	40
Maxed out	304	171	174	196	185	133
Early discharge, Death, etc.	18	66	92	70	89	73

FISCAL YEAR TOTALS

New Cases Added	4,147
Cases Deleted:	3,501
Ret. to Increased Security	528
Maxed out	2,501
Early discharge, Death, etc.	472

Adults
Arrested for Part I Crimes
by Type of Crime
- A Comparison of the Nation and Arizona -

	Nationwide Adult	Arizona Adult
Murder & Non-Negligent/Manslaughter	15,743	187
Forcible Rape	26,338	306
Robbery	103,333	1,228
Aggravated Assault	325,750	6,087
Burglary	228,755	4,452
Larceny-Theft	869,103	27,565
Motor Vehicle	95,408	1,123
Arson	8,414	134
All Part I	1,672,844	41,082

Sources : U.S. Department of Justice "Crime in the United States - 1990"
Arizona Department of Public Safety "Uniform Crime Report - 1990"

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